



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
February 20, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Dennis Beauregard, Point Sources Committee
Herb Sherrow, Steering Committee
Charles Mann, Area Sources Committee
Roger Westman, Steering Committee
Bill Gill, Point Sources Committee
Jim Southerland, Point Sources Committee
Cyril Durrenberger, Steering Committee
Dennis Goodenow, Area Sources Committee
Chris Nguyen, Area Sources Committee

COMMITTEE PROGRESS

Mobile Sources Committee

The report from Sonoma Technologies was distributed to the committee members for review. The Committee will use FY96 money to have Sonoma format the report into EIIP format and to include any comments from reviewers.

Data Management Committee

Radian's responses to point source mapping group comments are out for review. Area, mobile and biogenic mapping will begin shortly. The Committee is planning a meeting in early April to come to an agreement on the data model. Money from EPA-DC was made available to the DMC to map the model to the EDI X12 standard. The work is already in progress.

Area Sources Committee

Charles Mann reported that they had received one chapter from TRC that is ready for external review and that they expect to get one chapter per week from TRC until they have completed their assignments. TRC will not include DARS applications in their chapters; Radian will perform the analyses and incorporate the results into the chapters.

Point Sources Committee

The Hot-Mix Asphalt chapter is ready for final approval. The Committee anticipates that it should be able to complete the current work with new money by the end of the fiscal year.

Quality Assurance Committee

Chapters 1 and 2 are final. Chapter 3 will be sent out for external review by the first week in March. Further work has stopped due to lack of funds, but will start up again as soon as the WA mod is received by Radian.

Biogenics Committee

The scope of the work will be reduced to reflect the amount of effort remaining. The document should be made final within the next 2 months.

OUTREACH

The next STAPPA/ALAPCO conference is set for April 12-14, 1996. EIIP has been given 10 minutes on the agenda and will present a poster session again. STAPPA/ALAPCO would prefer that we do not man the posters however.

Radian is in the process of updating the posters. Please respond as appropriate when they ask for your assistance. Radian is also preparing a handout to be placed in each attendees package and they will need your help in preparing this as well.

Each person on the EIIP team (cochairs and all team members) should speak to their administrators about the benefits and advantages of keeping EIIP going. This should be done before the STAPPA/ALAPCO meeting so that we will have support to continue the funding. Remember--we need all of the help we can get.

FUNDING

Steve Bromberg announced that the EIIP has received half of its FY96 funds and that work assignments are now being written against these funds. It is still uncertain though when, how much, or if the remaining funds will be made available.

All committees have submitted plans to complete their ongoing work by the end of the fiscal year and it seems that current funds can cover this work. The Committees need to develop a list of activities to be undertaken if the remaining FY96 funds are made available. Committees also need to develop an outline of activities to be undertaken if EIIP is funded beyond FY96. This should be completed by the middle of March so that the STAPPA/ALAPCO posters can reflect the additional work required.

STEERING COMMITTEE

The next teleconference call will be March 26, 1996 at 3:00 p.m. and the phone number is (919) 541- 1590.



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
March 26, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Herb Sherrow, Steering Committee
Charles Mann, Area Sources Committee
Lee Tooley, Data Management Committee
Greg Janssen, Mobile Sources Committee
Roger Westman, Steering Committee
Jim Southerland, Point Sources Committee
Bill Kuykendal, QA Committee
Tom Ballou, QA Committee
Dale Shimp, QA Committee
Cyril Durrenberger, Steering Committee
Linda Murchison, Steering Committee
Dennis Goodenow, Area Sources Committee
Chris Nguyen, Area Sources Committee
Garry Brooks, Radian
Linda Cooper, Radian

COMMITTEE PROGRESS

Mobile Sources Committee

Greg Janssen reported that the purchase order with Sonoma Technologies had gone through and that there would be a conference call April 1 to finalize the remaining comments on their draft report. He reported that he was working with Radian on another effort that was progressing pretty much on schedule, and that the committee was reviewing the Radian scoping document.

Data Management Committee

Lee Tooley reported that the DMC is close to finalizing the data model and is now debating the final structure of the data transfer format. They will address this issue and try to reach a formal consensus at a workshop being held April 2-3 in RTP. Also, they have started an investigation of electronic data interchange (EDI), have selected a contractor to assist with this work, and have a new work assignment (WA) to continue into the spring. They project it will

take through September to fully develop and send out a data transfer format. The final issues they are addressing are typical of data management groups and focus on validating data relationships in a data model in the least complex manner possible. Lee projected that a draft of the data model and its documentation will probably be ready for external review around late spring, and there was agreement that including a draft in the notebooks being sent to the STAPPA/ALAPCO April meeting would be good. Steve Bromberg added that the group has made good progress, is putting finishing touches on tough issues addressed early on, and was very encouraged that they are about to break new ground on EDI, which will raise a new set of issues and confusion.

Area Sources Committee

Charles Mann reported that the introduction chapter has been sent out for external review, a second draft of the pesticides chapter is undergoing full committee review, and the auto refinishing chapter should be ready for committee review soon.

Point Sources Committee

Jim Southerland reported that this committee is finalizing chapters on boilers, fugitives, and wastewater, and they should be ready for the Florida STAPPA/ALAPCO meeting. All of these have been substantially reviewed and revised, and they are hoping there will be no additional significant comments. Chapters on paint manufacturing and surface coating are being drafted, but probably will not be ready in time. He added that one or two new source categories should be selected to be addressed, such as semiconductors. Dennis Beauregard will be taking over as the EPA Co-Chair for point sources after Jim's last day at EPA.

Quality Assurance Committee

Bill Kuykendal reported that most chapters for this volume are final or are in external review. Their schedule is to have items complete by the end of September. For the Data Attribute Rating System (DARS), they are working on a scope of work to proceed with software development to make implementation easier, and have gotten favorable feedback from several states on the value of DARS. There is strong potential to handle uncertainty in a subjective/semiquantitative fashion in the next 6 months. Bill also reported that since DARS training was conducted in California, some air quality districts preparing inventories plan to use DARS to "pass judgement" and they will use it to help evaluate their work. Dale Shimp said that several districts in southern California were developing inventories to use in an intensive ozone modeling study. The EIs will be completely bottom up, and they were going to use DARS as one method to evaluate them prior to modeling. He also said that these same groups offered to serve as beta testers on the proposed DARS support system software if it was developed. Steve added that it would be good to point out at the April meeting that this EIIP project tool is starting to be used.

Biogenics Committee

Neither Biogenics Committee Co-Chair was present at the meeting.

OUTREACH

Steve Bromberg and the WA managers had reviewed the draft posters to be used at the STAPPA/ALAPCO meeting. They will use the same format as in the past, and information is color-coded to show progress relative to the last meeting. A set of all EIIP volumes will be on display with final and draft material, and that there is clearly a significant increase in volume to demonstrate progress. Also, he has reviewed the draft of the 10-minute presentation to be made by Roger Westman, which would be different than what has been presented before because it would focus on a theme of the importance of continuing EIIP funding. If any committee wants to submit material for attendee notebooks, Steve must receive it by noon, March 27, because STAPPA/ALAPCO needs it by March 29.

Linda Murchison raised a question about the process for selecting additional source categories if EIIP is funded, and specifically asked about doing a survey to get feedback on priorities. Chuck Mann responded that the Area Sources Committee had done this and that the survey responses were built into their poster. There was discussion that if the Data Management Committee reaches closure on the data model, it would be good to get word out and do some "marketing." Steve added that Becky Peer of Radian was working on an EIIP marketing strategy and would discuss this in more detail on the next call.

FUNDING

Steve reported that the other half of 105 grant funds had not been received. The government is getting ready to deal with another continuing resolution for funding. Some funds had been expected this month but this will not happen, and they were hoping for the rest by May. He said there was enough money for all WAs to continue at reasonable rates another month. Most committees were planning to finish ongoing work with the assumption that no funding would continue.

STEERING COMMITTEE

The next teleconference call will be April 24, 1996, at 3:00 p.m. and the phone number is (919) 541-1593. The call concluded with a farewell and thanks to Jim Southerland, who is retiring from his position at EPA and is taking a position with the State of North Carolina.



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
April 26, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Dennis Beauregard, Point Sources Committee
Herb Sherrow, Steering Committee
Charles Mann, Area Sources Committee
Greg Janssen, Mobile Sources Committee
Bill Kuykendal, QA Committee
Cyril Durrenberger, Steering Committee
Linda Murchison, Steering Committee
Chris Nguyen, Area Sources Committee
Garry Brooks, Radian
Linda Cooper, Radian

GENERAL UPDATE

Steve Bromberg started the meeting by updating the committee on news since the last call. EPA determined that a conflict of interest issue arose from Radian Corporation's recent merger with Dow Environmental, Inc., to form Radian International LLC and issued stop-work orders on March 27, 1996, on all Radian contracts with the agency. This was cancelled on April 17, 1996, at which time work resumed and is now proceeding. Radian made an agreement with EPA that by mid-June it would divest itself of all EPA work and that these EPA contracts would be sold to another company to be named. Existing Radian staff will be able to work on EPA projects until mid-June. The most pressing issue now is to determine which existing EIIP project staff from Radian will transfer to the new company as a part of the divestiture, and will continue to be active on EIIP projects. Garry Brooks of Radian indicated that preliminarily it looks like all of the existing Radian EIIP project staff except for possibly two people would go to the new company and continue to be available for EIIP support.

Individual work assignment (WA) managers are trying to figure out what work must be done before Radian's divestiture occurs. The most critical element for EIIP is the data management work because most of the expertise resides within Radian. Therefore, a knowledge/data transfer must occur and Lee Tooley and Bill Benjey are trying to determine what needs to be done, and more will be said regarding this later.

Steve outlined three alternatives: (1) If existing personnel go with the new company, it will be a seamless transfer, (2) If key folks stay with Radian, an option may be to subcontract work back to Radian, and (3) Handle work in the manner the Data Management Committee (DMC) workshop was done, when the State of Texas contracted directly with Radian. Steve is following up with Westar regarding this to get through the transition. In addition, FY96 Section 105 grant funds now cannot be mixed with other appropriations. EPA is now cancelling existing WAs and writing new WAs using FY96 funds to eliminate this problem.

Mobile Sources Committee

Greg Janssen reported that Ned Dickson with Radian's Sacramento office called him about restarting work. He and their subcontractor had started other projects after the stop-work order, they are now juggling these, and he will call Greg when this is resolved. No change in the amount of work has occurred. Sonoma Technologies got comments on their previous draft report from several reviewers, including Mike Kenan, Winkie Tax, Kwami Agyei, and Tom Carey with NY DOT; Sonoma is gearing up to incorporate comments into the draft. Also, inspection and maintenance data were received from Arizona, but getting input from New York and California was unlikely because of computer resource and financial issues. He is expecting a final report in late June that will need to be put into EIIP format.

Greg reported that all Radian subcontracts will go to the new company, including that of Cambridge Systematics, but that Ned will not, so Mobile Source folks will be part of the transition. He reported that the Mobile Source Committee really needs to have a coordination meeting and asked if there was any chance of this. Steve Bromberg responded that it was important to make this need known, but with the limitations in resources right now, it was likely that similar meetings needed by the DMC would be viewed as higher priority. Steve indicated that the Mobile Sources request would be taken under consideration but funding prospects were low until new resources were received.

Data Management Committee

Steve Bromberg reported for Lee Tooley that during Radian's shutdown the DMC met in RTP, which Texas had contracted for directly with Radian, and for which the committee owes Texas, and especially Bill Gill and Mike Fishburn, a big thank you. The meeting was extremely successful, most issues were resolved, and this indicates a need for more face-to-face meetings. Radian is now filling in holes in the data attribute tables, and this must be completed before the transition. The DMC feels good about this effort. Regarding data format, electronic data interchange (EDI) is gaining support in becoming the EIIP-sanctioned transfer format. EPA's EDI office had ~\$18-19K available to look at the EIIP data model and how well it matches existing transaction sets. There is about a 90% match to get EIIP's EDI format in shape with the existing X.12 841 transaction set. After Lee gets an EDI contractor in place, further assistance by Radian will be required. Huge progress has been made on data transfer and now the main item is to determine how much can be done before Radian transfers work to their buyer. Steve said they expect to know more about this early the next week and the DMC has a committee conference call next week. Chris Nguyen asked about an EDI workshop in September and about presenting

the concept to the community at large at an emission inventory conference in New Orleans this year. The DMC expects a lot of activity in the next few weeks.

Area Sources Committee

Chuck Mann reported that his committee has proceeded with review of Radian and TRC documents, but because of the stop in work relatively little activity has occurred. Radian has done no new work, but Lucy Adams is back on board. TRC has no hours remaining in their contract, and he needs to assess the status of existing tasks. Two Radian documents are being drafted on landfills and traffic markings, but he has not seen a first draft yet. All the rest of this committee's chapters are in second or later drafts. Chuck reported that he needs to do the paperwork as soon as possible to get hours allocated to TRC, and after an upcoming committee teleconference he can give a better assessment.

Point Sources Committee

Dennis Beauregard reported that with fast work before Radian received the stop-work order, the fugitive emissions from equipment leaks and hot-mix asphalt plant chapters were sent out for external review. Also, he has done the paperwork to stop and start work with FY96 money that now must go to contracts. This committee has scheduled a conference call to review the status of all their products.

Quality Assurance Committee

Bill Kuykendal reported that the QA committee had a conference call scheduled for the following week, and this committee was in similar shape. Different sections are out for review, though one did not go out yet for external review but that he hoped it would go the following week. He now wants to place emphasis on getting early comments before mid-June before Radian's split. One area that will not be complete is the example QA plan, and he would like to start that with the new company. Becky Peer had suggested another option: because of participation from industry folks, some Radian folks may still be able to serve as committee members.

Biogenics Committee

Neither Biogenics Committee Co-Chair was present at the meeting.

STAPPA/ALAPCO CONFERENCE

Roger Westman could not participate in this call to report on the conference, but Steve reported that SAEWG was very supportive of EIIP, a number of new folks attended and were excited about the work, and indicated a great deal of support. The EIIP committee posters and volumes were there, and Roger's 10-minute presentation went well. This meeting was not a decision-making forum on funding, but was intended to be informative. STAPPA/ALAPCO needs to poll its members about what to spend their money on, will take recommendations, and will meet with EPA to decide on priorities. Because funding is not addressed by a standing committee of STAPPA/ALAPCO, a letter regarding support will be sent signed by Linda Murchison, Cyril Durrenberger, and Roger Westman, and will be sent to Darryl Tyler and Don Arkell.

Steve reported that the first negotiation meeting between EPA and STAPPA/ALAPCO will be in early May, and from STAPPA/ALAPCO's perspective, it is very important to express support for EIIP. SAEWG is very excited and supportive, but the future of EIIP hinges on what STAPPA/ALAPCO does. If no funding is granted, EIIP work must stop, and committees should acknowledge this as an option. Most committees are trying to wind up existing work with existing funds. If funding continues, SAEWG has suggested discussing how to market and use the EIIP documents as prepared.

Beginning with next month's call, the first part will be devoted to marketing issues. SAEWG members will join the discussion. Steve recommended that all committee members encourage their bosses to vote for grant funding for EIIP. Also, regarding the upcoming emission inventory conference, some information about EIIP should be presented, but no decision on specifics has been made.

FUNDING

Regarding the 105 grant funds and the federal budget negotiations, the balance of funds expected should be available soon. If another continuing resolution is passed, funds may not be available until July.

STEERING COMMITTEE

The next teleconference call will be May 21, 1996, at 3:00 p.m. and the phone number is (919) 541-1590.



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
May 21, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Herb Sherrow, Steering Committee
Charles Mann, Area Sources Committee
Lee Tooly, Data Management Committee
Greg Janssen, Mobile Sources Committee
Bill Kuykendal, QA Committee
Tom Ballou, QA Committee
Linda Murchison, Steering Committee
David Mobley, Governmental Interactions Committee
Randy Raymond, Missouri
John Anderson, Puget Sound Air Pollution Control Agency
Wang Chow, EPA - Region I
Bob McConnel, EPA - Region I
Doris Price, Acid Rain
Garry Brooks, Radian
Linda Cooper, Radian

MARKETING ISSUES

Steve Bromberg started the teleconference by addressing short-range goals and objectives for which the main objective was to getting EIIP's name out, with the assumption that EIIP will continue despite the need for long-range funding. The best way to accomplish this is to move rapidly with getting products out and begin mailings to state and local agencies and industry. Several attendees offered comments on this. Randy Raymond suggested broader distribution of EIIP materials beyond inventory staff, which could improve consistency across programs at the state and local level, e.g., use of inventory data and emission calculations within the permitting process. This could result in better leverage of wider sources of funding. Steve will follow up with Randy to develop a wider document distribution strategy.

John Anderson offered a list of relevant emission inventory and Title V contacts and suggested articles in national or regional publications, such as the Air and Waste Management Association (AWMA) and the EPA and STAPPA/ALAPCO journals. Steve added that volunteers are needed to write such articles.

Developing a World Wide Web page was recommended. EPA-RTP computers can be used, but there is a shortage of local personnel to develop web pages. Randy said Missouri had posted information on a regional web page and he will ask about getting support for EIIP. Lee Tooty will also check on local personnel availability. Linda Murchison added that CARB has a web page, they can link theirs to an EIIP web page, and she will also check on providing help.

John recommended identifying a target audience because distribution to the public was too undefined, adding that although we know who to reach in general, actually reaching them can be difficult. A monthly newsletter was also suggested, and Linda offered the CARB newsletter mailing list. Steve asked if more mailing lists were available. Dave Mobley emphasized the importance of the funding angle--if EIIP is funded for 3 more years, other benefits of EIIP efforts may attract attention and funding for EIIP, such as the 1996 data inventory compilation.

GENERAL UPDATE

Mobile Sources Committee

Greg Janssen reported that Sonoma is finalizing their report and it should be available for distribution shortly. Because of the Radian stop work order, little progress has been made on the second Mobile Source Committee document. This committee is interested in obtaining guidance from the Steering Committee about future directions. Greg will submit a brief outline of future plans.

Data Management Committee

Lee Tooty reported that the process to restart the Technology Planning Management Corporation (TPMC) contract for electronic data interchange (EDI) support is being completed. Radian is continuing to define data elements to fill out the data model. The DMC anticipates having the draft data model and EDI protocol completed by the end of the fiscal year after which pilot testing would start immediately. This committee is beginning to address issues about infrastructure support such as where should maintenance of the data model and transfer protocol reside and who should supply user support as agencies begin to implement the EIIP protocols.

Area Sources Committee

Chuck Mann reported that since the last call, Radian is now working at full speed, the consumer solvent chapter was distributed for review, and the graphics arts chapter was about ready to send out for review. TRC received comments on a second draft of the pesticides and autobody refinishing chapters, and he is trying to reactivate their work assignment. Also, an alternative method in the dry cleaning chapter was being deleted, and the final version was nearly finished and would be redistributed soon. Steve added that Jim Southerland had noted a number of places that AP-42 emission factors could be added into area source chapters.

Point Sources Committee

The chapter on wastewater treatment and collection was sent out for external review in May, and external review comments have been received on two chapters, equipment leaks and hot-mix asphalt plants. The committee is working on two other chapters and plans to send these out for external review in about 6 weeks. The committee is prioritizing topics to determine which sources to address with existing funds. They will prepare a chapter on semiconductors and one other topic, in addition to finishing all eight chapters now in the works. (Update from Theresa Moody, Radian)

Quality Assurance Committee

Bill Kuykendal reported that work to finalize Chapter 3 is underway. Chapter 4 and Appendix F will be completed soon. Efforts to write Chapter 5 are just beginning.

Biogenic Sources Committee

The biogenic document has been finalized and will be posted on the OAQPS Technology Transfer Network (TTN). Unless additional work is requested by the Steering Committee, the Biogenic Committee has completed its work.

FUNDING

EIIP has received the remainder of its FY96 funds. The Steering Committee is reviewing a proposed plan for spending the money. They are delaying their decision until the EPA-STAPPA/ALAPCO negotiations regarding FY97 funding are complete, and the results of those negotiations should be available by the next conference call.

OTHER ISSUES

Several people have called seeking copies of draft documents and have been referred to TTN. Unfortunately, few of the draft and final documents have been posted (with the exception of those of the Area Source Committee). Each committee co-chair should make sure that all documents that have been finalized or are out for external review are available from the CHIEF bulletin board on the TTN.

One of the best ways to market EIIP is to distribute its documents. Each committee co-chair should determine how many of their documents currently in preparation will be ready for publication by September 1, 1996. They should also estimate the date when all of their current chapters will be completed and ready for publication. This information will help to decide whether to plan on publishing everything by the end of the fiscal year or publishing chapters as they are completed. Steve reported on a rough printing estimate of about 2500 pages of EIIP material and for 700 copies, the projected cost would be about \$30,000. Bill Kuykendal said that only one QA chapter probably would not be ready by 9/30. Lee said final drafts of data management chapters could be ready by 9/30, but would probably not be final until FY97.

EIIP will again make presentations at the Emission Inventory Conference in New Orleans. This year EIIP will focus on explaining how to use EIIP documents. Each source group will have at least one presentation, and QA will have two slots (one for DARS and one for use of the QA volume), the DMC will have two slots, and one slot will be devoted to general discussion and questions. Committee Co-chairs should begin planning these presentations. A paper will be needed for each presentation.

Since EIIP estimation procedures will change over time, inventories compiled using the EIIP procedures should contain some mechanism of identifying which method was used (preferred or alternate) and the version (date). Steve asked each committee to begin to consider how to number the methods. The DMC should determine the best way to track this information.

Steve asked if EIIP committees are still comfortable with using English units rather than metric. This topic will be discussed during the next call.

STEERING COMMITTEE

The next EIIP teleconference call is scheduled for June 25, from 3-4:30 EDT. The call-in number is (919) 541-1591. Steve will notify SAEWG about the next call and send out minutes.



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
August 27, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Bill Kuykendal, QA Committee
David Mobley, Governmental Interactions Committee
John Slade, Data Management Committee
Doris Price, Acid Rain
Herb Sherrow, Steering Committee
Dennis Beauregard, Point Sources Committee
Charles Mann, Area Sources Committee
Lee Tooly, Data Management Committee
Greg Janssen, Mobile Sources Committee
Mike Keenan, New York Department of Environmental Conservation
Rob Sliwinski, New York Department of Environmental Conservation
Garry Brooks, ERG
Linda Cooper, ERG

MARKETING ISSUES

Roadshows

Steve Bromberg reported that the three recent EIIP Roadshows held in Regions 5, 10, and 9 (Chicago, Seattle, and Sacramento, respectively) went extremely well, that attendees were very supportive, and good questions were asked. A big benefit that adds credibility to the program was having state or local representatives make presentations. One of the biggest concerns expressed was keeping existing documents current, and not just on criteria pollutants such as ozone precursors. An example mentioned was toxics, and how to incorporate them needs to be addressed. He added that no problems were envisioned in implementing EIIP guidance, but one of the biggest hurdles was overcoming the inertia of changing from existing practices. Lee Tooly will prepare a summary to highlight items for Steering Committee attention. She reported that in Region 6 most inventory personnel did not know each other, and facilitating introductions would help the entire inventory community. More roadshows will be scheduled when additional funds are available.

EIIP Update

Steve has received a good response about the *EIIP Update*. The next one will be ready in about 2 weeks, and after the third issues, it will probably only be on the EIIP Web page. Some state and local agencies had no knowledge of EIIP and, because EPA's CHIEF newsletter mailing list was used, the first mailing hit a good target audience. The third issue is scheduled to be completed in early October.

World Wide Web Home Page

Steve reported this was coming together and working well. It is not yet "live," but this is expected in early September. WordPerfect® documents are being converted to an Adobe Acrobat format. The Web address is "<http://www.epa.gov.oar/oaqps/efig/eiip/>". He added that during the Roadshow he learned that a surprisingly large number of potential users had very limited or no Internet access and that this must be overcome.

AWMA Conference

This conference will follow Labor Day in New Orleans. Steve noted that Bill Gill, Tom Ballou, and Trace Terrin would make the Point Sources, QA, and Data Management presentations, respectively. Steve asked how many EIIP members would attend and whether they might schedule a time to meet, perhaps at 7:45 a.m. before sessions begin.

GENERAL UPDATE

Data Management Committee

Lee Tooly and John Slade reported that lots of conference calls had occurred on the data model. The DMC believes they are close to identifying most issues and that a good draft is being prepared. They are in the process of mapping to electronic data interchange (EDI) transaction sets with help from Alice Fredlund, Cary Eastman, Mike Fishburn, Rob Altenburg, and Tom Pierce. They met today to discuss issues that resulted in improvements and clarifications. It was decided early on that they ultimately want to be able to trade information between states and EPA and also between industry and local agencies. They decided not to implement a more full data model and, because of transaction sets, they need to think about how to do this and plan to request additional funds from STAPPA/ALAPCO. One option would be to become partners with a petroleum association that has an EDI effort underway. They plan to begin on Phases 2 and 3 implementation as Phase 1 is being wrapped up. They are considering how to extend the current data transfer format into Phases 2 and 3, and what role the DMC and an industry player would have if the effort was cofunded. Lee will arrange for a placeholder in FY 97 for this project. Steve added that it did not take long to see that getting information not only to states but others is important.

Area Sources Committee

Chuck Mann reported that this committee has now completed their introduction and commercial solvent chapters, and the traffic markings chapter is being reviewed. The contractor TRC is now proceeding with a second draft for committee review on gasoline distribution, but they will not finish all their work with their remaining budget. Also, QA and DARS ratings were finished for the pesticides chapter, so this chapter can be sent out for external review. Mike Fishburn is now in RTP helping the DMC with the data model.

Point Sources Committee

Dennis Beauregard reported on this committee's August conference call. Wiley Barbour with EPA's Office of Policy, Planning and Analysis, who participated in the July 23 Steering Committee call, spoke to them about incorporating greenhouse gas (GHG) information into EIIP documents currently underway, such as the chapter on oil and gas production. They agreed to do this, but are not interested in revising existing documents. If relevant to an areawide source, Wiley will coordinate with the Area Sources Committee to incorporate this into their documents.

Dennis reported that Alice Fredlund led a discussion on the data exchange format with the Data Management Committee (DMC). They have two main concerns: (1) that they may never get to Phases 2 or 3 of the data model, and (2) if they do, despite assurances, they are not convinced it would have the ability to handle all the elements states believe are necessary. Dennis reported discussions were lively and more would occur in New Orleans at the AWMA conference.

Dennis added that ERG did a scoping study on primary and secondary metals production and their committee agreed to proceed with a chapter on primary and secondary metals production. They are close to finalizing others. Also, a meeting of DMC and Point Sources members is being planned to identify and address concerns regarding the data model.

Quality Assurance Committee

Bill Kuykendal reported that this committee's first four chapters are final and available on the CHIEF BBS and a draft of the fifth and last is being prepared for external review. They are also proceeding with other activity, a new work assignment to develop software and an expert system for DARS. The contractor, ERG, has done the work plan and is 6 to 8 weeks into the task. Several decisions are necessary about minimum system requirements relating to moderate-to high-level PC availability. Bill stated that Lee Beck could say when this would be ready, and that a beta test version was scheduled to be done by May 1997. Steve added that DARS was well received by Roadshow attendees.

Mobile Sources Committee

Greg Janssen reported that at their upcoming committee conference call they will discuss a work assignment for FY 97, possibly to address emissions from lawn and garden equipment. Also, the contractor Cambridge Systematics is working with Garry Brooks at ERG, and their report is due by September 30. Greg noted that one member was critical of conference calls not

being productive and dropped out of the program. This committee felt a face-to-face meeting was needed. Steve said that once they initiate FY97 plans, a face-to-face meeting could be better justified. Greg also noted that only five to six committee members were active and more reviewers/commenters and committee members were needed. Lee suggested that an overall program meeting with all committees be scheduled, and this committee could schedule their own session during this time.

FUNDING

Steve reported he has not received a good response so far on 1997 committee plans and that he wants the first draft by September 11. He said that level-of-effort contracts end September 30, 1997. In the past, they have used carryover funds, but this year contracts must be completed, and therefore they must wait for FY 98 funds. He recommended that no more than three-fourths of FY 97 funds be spent on existing work assignments, and the remaining fourth be applied toward FY 98. Herb Sherrow added he thought this would work well. Steve asked if it is feasible or desirable for EIIP committees to consider STAPPA/ALAPCO getting their own contract mechanisms to avoid any work stoppages such as those caused by the EPA furloughs. Steve will follow up with Roger Westman regarding this. Lee Tooley added that Westar's funding of some EIIP effort worked well. Bill Kuykendal added that he was working with the Southern Appalachian Mountain Initiative (SAMI) and on the Grand Canyon Visibility Study, both of which are using mostly EPA funds and their procedures are easier than EPA's. Bill said he thought STAPPA/ALAPCO was not set up to do this. Steve had investigated this earlier and thought they were not interested, but he will ask Roger to check on this again.

OTHER ISSUES

Documents on CHIEF BBS

Steve asked that all committees make sure that when documents are finalized or ready for external review that they make sure current versions are available on the CHIEF BBS.

Referencing EIIP Documents

Steve asked how EIIP documents should be referenced and whether EPA report numbers should be used. Discussion followed and there was agreement that documents prepared be referenced as EIIP documents to reflect the joint effort, which also means they would not need to undergo the same clearance reviews as EPA documents.

NARSTO Effort

Chuck Mann reminded the steering committee of Cyril Durrenberger's request to consider helping with the North American Research Strategy for Tropospheric Ozone (NARSTO; noted in the June 25, 1996, Steering Committee minutes). Chuck is considering getting involved in preparing the in-depth distillation of the state of science on ozone emissions, and will be recruiting others if he does. Working with the NARSTO synthesis team to produce a scientific report for the assessment community will provide an opportunity to blend EIIP activities into a scientific community team effort. The goal is to prepare a draft 50-page document, including figures and charts, by late fall 1997 and be ready to publish in 1998. EIIP has tried to advance the state of science, and volunteering for this effort will further this effort. Individuals' time is most important and the specific work anticipated is reviewing documents and possibly helping write. Steve advocates participating and asked members to keep him posted.

STEERING COMMITTEE

The next EIIP teleconference will be Tuesday, September 24, at 3 p.m. EDT. The call-in number is (919) 541-1590. Individual committees should submit their FY 97 budgets.



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
September 24, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Dennis Beauregard, Point Sources Committee
Bill Kuykendal, QA Committee
Chuck Mann, Area Sources Committee
John Slade, Data Management Committee
Cyril Durrenberger, Steering Committee
Chris Nguyen, Area Sources Committee
Garry Brooks, ERG

MARKETING ISSUES

Roadshows and *EIIP Update*

Steve Bromberg reported that the next installment of the *EIIP Update* should be going out in the mail by the end of the week (September 27th). The next *Update* after this one will highlight the activities of the Data Management Committee. Steve also commented that while no additional Regional Office EIIP Roadshows were planned right now, it was likely that more would be held after the first of the year when the situation with travel funds was better known. There is interest in having workshops in Regions 1, 2, and 3; however, there are logistical details to be worked on how best to have them (separately or combine some regions together). Steve will stay in contact with the Regional Office inventory staff on this issue.

World Wide Web Home Page

Steve reported that the home page had been made live and is functioning well; however, some minor problems have made its operation occasionally intermittent. These problems should be fixed soon and it will be fully functional all the time. There has been a change in the Internet address for the home page. The current Internet address for the EIIP home page is “<http://www.epa.gov/oar/oaqps/eiip/>”. [Note that this is different from the address Steve gave during the conference call. The address changed since the call.]

GENERAL UPDATE

QA Committee

Bill Kuykendal reported on the activities of the QA Committee. Currently, work on the committee's guidance document is going well. Most of the chapters are final and only one is now out for external review. The primary emphasis of Bill's comments was on the planned activities for next fiscal year. The QA Committee is requesting a budget for FY97 that ranges from \$70,000 to \$120,000. There is a range because it is not fully clear at this time what future work may be needed for enhancements to edit check software that currently exists. The committee hopes to survey different groups reported to have electronic edit check routines to see if the routines can be incorporated into EIIP guidance. Potential future enhancements to these routines may be needed to make them applicable to a wider audience and the EIIP QA Committee could take on this job. Such enhancements are estimated to cost \$50,000. If the enhancements are needed and feasible, the budget request would be at the \$120,000 level. If not, then \$70,000 would be requested.

The other projects planned by the QA Committee are shown below with the requested budget amount. The total amount of the primary request is \$70,000.

- C Work to finish remaining parts of the QA Source Document and provide administrative support to the committee for meetings, calls, etc. (200 hours, \$15,000).
- C Additional work on the DARS decision support software (\$20,000).
- C Additional work needed on the DARS scores for mobile source emission estimates (\$15,000).
- C Survey state agencies for existence of electronic edit check software for QA purposes and technically assess any identified systems for possible usage within EIIP (\$20,000).

Mobile Sources Committee

The Mobile Sources co-chairs were not present on the call so there was no status report for this committee.

Area Sources Committee

Chuck Mann provided the status report for this committee. Chuck indicated that the area sources group's priorities for FY97 fell into two main categories. These are to finish existing draft documents and to coordinate better with EFIG on getting emission factors used and

referenced in EIIP area sources work to be consistent with those in AP-42. The first goal on the documents is estimated to have a \$25,000 budget. The latter objective and several subtasks within it contain a requested budget of \$75,000, bringing the total Area Sources Committee budget request to \$100,000.

In addition to the AP-42 consistency work mentioned by Chuck, he also listed several other subtasks that the committee would like to pursue as well that are included within the \$75,000 budget. These tasks are as follows:

- C Provide more detailed guidance to users on how to conduct surveys.
- C Add more information to the guidance chapters on particulate matter (PM) and air toxic pollutants and methods, and additional references for emission factors.
- C Add more information to the guidance chapters on greenhouse gas pollutants and methods, and additional references for emission factors.
- C Develop software tools that better help users apply the methods described in the guidance chapters.
- C Try to conduct several pilot studies of the area sources guidance by having some state/local agencies use the actual EIIP methods to develop a local or statewide area sources inventory, and evaluate the kind of documentation produced.
- C Develop additional tools that the user community has identified as being needed, for example, develop cross-reference tables mapping Standard Industrial Classification (SIC) codes to Source Classification Codes (SCCs) and vice-versa.

Point Sources Committee

Dennis Beauregard made the status report for this committee. Dennis started by indicating that the point sources group currently has five documents in draft form. The committee is working hard to get these finalized soon. The committee has been discussing a priority list of source categories for study next year and has a list drafted. This list should be finalized during the committee's next teleconference.

Dennis commented that the committee had not had a conference call recently and, therefore, they have not fully finalized all of their plans and budget requests for FY97. At this time he sees two areas being pursued. These two include finishing all documents currently in progress and continuing to develop chapters for high-priority categories, and addressing policy issues relevant to point sources. The first policy issue the group will undertake concerns the concept of rule effectiveness. The Point Sources Committee was asked by David Mobley of EFIG to consider this. Cyril Durrenberger commented that the committee should make sure the rule effectiveness issue does not start to consume all the committee's time and attention since it is such a difficult issue. He went on to say that Texas had looked into the issue as well and had surveyed several other states to see how they handle it. They will be glad to share their

experiences with the committee. In terms of document development, Bill Kuykendal and Steve Bromberg commented that the committee should consider emphasizing PM and ammonia more in the future due to upcoming activities associated with the potential move to a PM-2.5 standard.

Dennis did not offer a dollar amount or budget for his committee's FY97 program. He indicated again that the point sources group would be convening soon and would issue a memo to explain their plans and budget request more formally.

Data Management Committee

John Slade explained the FY97 plans and budget request for this committee. John separated his discussion into two parts, needs relating to the data model and those involving the file transfer format. For the data model, the group is requesting \$50,000 for next fiscal year. The \$50,000 request is divided into the following components:

- C Further revisions needed on the model itself and the model documentation, mostly time for consultants' work (\$20,000).
- C General Data Management Committee support for meetings, minutes, and other administrative functions (\$17,000).
- C Data Model peer review process including holding workshop meetings and travel costs (\$13,000).

The second component of the DMC request pertains to data transfer issues. John indicated that the following topics were of greatest interest to the committee. The total budget request associated with transfer format issues was \$105,000.

- C Continued revisions and peer review of the draft transfer format (\$20,000).
- C Conduct extensive peer review process, including travel costs (\$15,000).
- C Work with states or other groups to prototype some group's inventory data using the EIIP data file transfer format, and gauge performance and make revisions as needed (\$20,000).
- C Conduct training across the country on the file transfer format and its use, would include a lot of travel and other direct costs (\$40,000).
- C Conduct intensive national peer review of the file transfer format and the data model (\$10,000).

The total FY97 budget request for the DMC is \$155,000.

A question was asked regarding the schedule for the remaining data model and data transfer activities. John indicated that the data model process was slated to be wrapped up by the

end of the calendar year, including all peer review activities. Demonstration projects with the data model and the file transfer format were scheduled for the spring of 1997, more than likely in the March timeframe.

OTHER ISSUES

STAPPA/ALAPCO Meeting

Steve indicated that due to illness Roger Westman would not be going to this meeting and thus could not make the EIIP presentation. Cyril Durrenberger offered to make the presentation and Steve accepted his offer.

EPA/AWMA Inventory Conference

Steve commented that EIIP received lots of positive attention at the conference. The plenary session was well received and lots of questions were generated. The EIIP document products received a lot of attention and review at the EPA booth.

Web Page

Steve reminded everyone to make sure that each committee's final documents have been loaded onto the EIIP Web Page.

STEERING COMMITTEE

The next EIIP teleconference will be Tuesday, October 29, at 3 p.m. EST. The call-in number is (919) 541-1590.



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
October 29, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Dennis Beauregard, Point Sources Committee
Bill Kuykendal, QA Committee
Tom Ballou, QA Committee
Lee Tooley, Data Management Committee
Greg Janssen, Mobile Source Committee
Chris Nguyen, Area Sources Committee
Garry Brooks, ERG
Linda Cooper, ERG

MARKETING ISSUES

EHIP Update

Steve reported that about 1000 issues of the September *EHIP Update* had been returned to him because of an addressing snafu. ERG is working with the mailing subcontractor to figure out the problem and the mailing will be redone with a statement added to explain what happened and why it is being sent again.

World Wide Web Home Page

Steve reported this was operational, activity from users was evident, and messages were being received. The second (September) issue of the *Update* is posted there and can be downloaded.

GENERAL UPDATE

Data Management Committee

Lee Tooley reported first on ongoing work on the data model. Work on the latest draft is nearly complete and they are planning wide distribution for peer review around the end of October. Also, they are moving forward on developing the data format using electronic data interchange (EDI). In addition, they are developing a strategy for how to use EDI. Plans are in place and

work has started for demonstration of a prototype by EPA, one or two state agencies, and one local agency, scheduled for this winter. Documentation of the prototype is scheduled for late spring/early summer. All state committee co-chairs will get a copy of the data model, and others will be alerted that the draft is available. Lee said all EIIP committee co-chairs will get a letter announcing its availability and that it is posted on both CHIEF and the EIIP Web page.

Quality Assurance Committee

Bill Kuykendal reported that chapter five of this committee's volume is out for external review, having passed their internal committee review. After any comments received are addressed, this volume will be complete. He also reported that work on the Data Attribute Rating System (DARS) software has begun. Lee Beck, an originator of DARS, is the Work Assignment Manager for this. Some decisions will be needed as this effort continues, and members of the QA and other committees will be asked for input. This committee is low on funds, but has enough for the next 2 months, and will be okay until FY97 funds are in place.

Area Sources Committee

Chris Nguyen reported that the work assignment (WA) for TRC's work had ended and they received the four chapters on gasoline marketing, petroleum vessel loading/unloading, industrial surface coating, and agricultural particulate matter (PM), which were being reviewed by Chuck Mann and Chuck Masser before receiving full committee review. He added that the agricultural PM chapter was not well documented and may not be usable. The graphic arts chapter prepared by ERG is being finalized. Also, the committee has received a second draft of the chapter on solvent cleaning and first drafts of chapters on traffic marking and landfills.

Chris asked Steve about funding for air toxics and fine PM. Steve responded that the Steering Committee is being very conservative about new starts, and that the priority for some point and area sources categories may need to change depending on what is decided about PM-10 vs. PM-2.5.

Mobile Sources Committee

Greg Janssen reported that work has started on the lawn and garden equipment WA. The contractor's estimate for work was high so he revised the WA, and now the contractor is revising their workplan.

Point Sources Committee

Dennis Beauregard reported good participation on this committee's recent conference call, and that they had approved next year's workplan. They have taken on a new and different activity--reevaluation of EPA's rule effectiveness (RE) policy, which grew out of a discussion by Cyril Durrenberger with David Mobley.

Dennis also reported on an effort by Toch Mangat of the Bay Area AQMD to prepare an issues paper discussing RE. Toch is gathering EPA policy and guidance documents on RE. TNRCC

has conducted a five-state survey gathering information on how RE is implemented within these states. This information will be presented in Toch's issues paper. This committee plans to provide additional guidance on the RE policy and recommendations for its application. Also, they are preparing guidance on how to select emission factors when multiple sources of information are available (AP-42, FIRE, L&Es, and source tests). They are drafting a paper to lead folks through the maze of options on how to properly select emission factors.

Dennis added that work is progressing on their routine efforts. They are close to getting two new chapters out for external review on surface coating and paint manufacturing; four have now been finalized, and work on the Introduction to Stationary Point Sources document continues.

OTHER ISSUES

STAPPA/ALAPCO and SAEWG Meetings

Steve reported that EIIP is the underpinning of SAEWG's interest. They discussed the 1996 inventory and data reporting, and the earliest date the 1996 inventory is expected to be ready is July 1998, which assumes no public hearing. This fits with the timing of the Data Management Committee's efforts for agencies to adopt the data protocol, and July 1998 is realistic for states to have data ready to submit.

Emerging issues discussed focused on work on a new PM standard (2.5 Fm) that will affect both point and area sources. This may mean moving up the priority of estimating fine PM in EIIP guidance chapters.

Steve reported that he had a good display about EIIP committee progress and received favorable comments. Attendees were quite pleased and excited about the details. An issue raised for the Steering Committee and SAEWG to address pertains to the future of EIIP and especially its documents on estimating emissions: a mechanism is needed to institutionalize their "maintenance." A good answer is not available now, but it is important that all committees be aware of these concerns.

Regarding FY98 grant requests and future EIIP funding, it was unclear earlier if funds were set aside only for FY97 or for 3 years. Darryl Tyler had said that there was no question that STAPPA/ALAPCO funded EIIP for only 1 year, and they were aware that EIIP had asked funds for 3 years. Negotiations for FY98 funds will occur in December, and EIIP is a high priority that needs funding for 2 more years. Steve is cautiously optimistic about being funded for FY98. All states need data delivery funds and should submit requests to their Regional Offices. Steve prepared a summary he sent to the Steering Committee and is expecting comments.

Steve urged committees to be fairly cautious with their budgets and spending because of the uncertainty over funding for FY98, and to ensure they complete work now underway. The

Steering Committee has held back a significant percentage of funds to make sure money is available to cover work next year and to ensure funding for the DMC pilot program. Specifically, \$115,000 was held back in contingency funds because no information about 1998 funding is available now. The Steering Committee will have a mid-year meeting and hopes to know by then about EIIP funding in FY98. If they learn in December that EIIP is funded for FY98, the Steering Committee will distribute the \$115,000.

Steve was reasonably confident that the Steering Committee can adjust funding levels at its mid-year meeting, but there is no information yet on when funds will be available and he said they expected release of funds after the election. He noted that last year funds were put in the wrong category, and FY97 funds were sent to the EPA Regions and then back to EPA and that this could occur again this year. Steve expects the beginning of FY98 will be like earlier years. As soon as his letter clears the Steering Committee, he will send it to the committee co-chairs.

STEERING COMMITTEE

The next EIIP teleconference will be Tuesday, November 26, at 3 p.m. EST. The call-in number is (919) 541-1958.



EIIP TELECONFERENCE MINUTES
Research Triangle Park, North Carolina
November 26, 1996

ATTENDEES

Steve Bromberg, Steering Committee
Cyril Durrenberger, Steering Committee
Herb Sherrow, Steering Committee
Dennis Beauregard, Point Sources Committee
Lee Tooley, Data Management Committee
Chris Nguyen, Area Sources Committee
Darcy Wilson, ERG
Linda Cooper, ERG

MARKETING ISSUES

EIIP Update

Steve reported that a second mailing of the September *EIIP Update* was taken to the EPA mail room earlier this day that contained an explanation that some addresses were scrambled on the first mailing. Also, the November issue was sent out this day for reproduction and mailing. Steve asked the Point Sources Committee to prepare articles for the March issue.

GENERAL UPDATE

Data Management Committee

Lee Tooley reported that the EIIP Data Model was distributed in mid-November for external peer review and was posted on the EIIP Web Page and CHIEF. No state or local agency comments had been received yet. They are continuing development of electronic data interchange (EDI) data transfer, which the committee views as an iterative process, so they may recommend some changes. In addition, they are looking at the data model with regard to EDI changes. They have also begun the initial steps for the prototype demonstration projects.

Lee also reported that nothing was allocated for EIIP data delivery in the Section 105 grant funds for FY98. Therefore, it is unlikely that FY98 budget negotiations will identify items for EIIP data

delivery and it is even more important that state and local agencies spend their FY97 money as it was intended. The DMC is preparing a workplan they plan to post as a general communication item on the EIIP Web Page in December that will address what state and local agencies can do for data delivery and illustrate the activity.

Quality Assurance Committee

Darcy Wilson reported that the QA Committee finalized Chapter 5, Model QA Plan, and had sent an electronic edition to Bill Kuykendal, which was probably not posted yet on the TTN but should be on the CHIEF bulletin board and the EIIP Web Page by the end of November. The only work remaining is a final edit and format check of the first three chapters finalized about a year ago. They will also make sure electronic files of all figures are incorporated so these chapters can be downloaded from the TTN, and their target completion date is the end of December. In addition, they are working on the DARS software development task. A design memo was sent out to the committee about how the software is envisioned. Their plan is for a beta test version to go to the committee around the end of January. They will then incorporate any feedback and then finalize the software.

Area Sources Committee

Chris Nguyen reported that this was the last call he would participate in and that Carolyn Lozo would take his place. For FY97, this committee is increasing the priority for PM sources and would also address air toxics. Their plans and timeframe are to complete draft documents and coordinate efforts with AP-42 chapter managers. Also, ERG is completing the QA/QC sections for chapters that TRC prepared. Steve asked if they were discussing the PM-fine issue, and Chris said they were, but not many states have PM data. He is now gathering data for ERG to incorporate into existing documents.

Point Sources Committee

Dennis Beauregard reported that the PSC met the previous week. They are finalizing a new document, Chapter 4 on fugitive emissions. This committee has also launched two new initiatives; one is providing guidance on selection of emission factors when multiple sources of information are available. The other is reviewing and clarifying EPA's rule effectiveness (RE) policy. Brock Nicholson, who helped develop EPA's RE policy, will attend the next committee call (December 19) and provide insights about specifics. In addition, the committee prepared and submitted their workplan for FY97. They will look more at the issue of PM-fine in future documents.

OTHER BUSINESS

Electronic Editions

Steve reminded all committees to make sure that all current versions of documents out for external review be posted on the CHIEF BBS and that all final documents be posted on the EIIP Web Page.

Final Editions

Steve wants to have all final material printed early next year. He asked all committees to report to him on what they expect to be final by mid-January so he can get printing estimates.

Word Processing Software

Steve reported some problems with document consistency, such as in downloading documents, with WordPerfect 5.1 as the EIIP standard since Version 6.1 came along. Also, WordPerfect 5.1 documents are harder to convert with Adobe software. Therefore, Steve recommends changing the EIIP standard to WordPerfect 6.1, from which documents download better. He suggested this be tried for a while, and if problems occur in downloading, they can rethink this decision. He emphasized not converting documents already finalized in WordPerfect 5.1 to Version 6.1. Also, final documents can be read from the EIIP Web Page using Adobe Acrobat software.

Chris Nguyen reported he had downloaded some Adobe documents from the EIIP Web Page that he had wanted to send to some California districts via electronic mail, but the recipients do not have Adobe. He asked if the WordPerfect document versions could be put on the Web Page. Discussion followed that documents were available in WordPerfect from CHIEF, they were trying to use the Web Page only for final documents and keep it uncluttered, and it was assumed most users could download the Adobe Acrobat Reader.

Funding

There was a major discussion about no funding for data delivery in the FY98 budget. For this reason, it is important that FY97 data delivery funds be committed on contracts to support data converter development. Cyril Durrenberger said he would like to raise this issue on a Regional Office call, and Herb Sherrow plans to follow up on forward funding of FY96 funds to FY97. Concern was expressed that data delivery will not happen if money is not designated for this task. Lee reported that Region 6 states will have funds because Herb had them set aside, and Region 10 still has FY96 funds, as do Regions 1, 2, and 5. FY97 funds would be allocated as intended if states prompt the regions to do this. Plans are for Pennsylvania and California to work on the prototype. Herb recommended pushing the Regional Office contacts harder and increasing the pressure. The Data Management Committee's workplan for Section 105 funds can be directed to the Regional Office contacts. Consensus was that states will not push for this and will not use the funds for the purpose for which they were intended without pressure, and some states still have FY96 funds available. Also, it is likely that FY98 funds would be used for PM-fine monitors not data delivery. There was discussion that a memo be sent from David Mobley to the Regional Offices encouraging spending of the funds for the purpose for which they were originally intended. It was noted that on the DMC call, Dennis Goodenow, the Region 9 contact, said FY97 funds were part of a block grant and there was no line item for data delivery.

Also, Cyril asked about the status of more EIIP Roadshows. Steve responded he had requested funding for Lee and himself to travel to Regions 1 through 4, which leaves out Regions 7 and 8 (Regions 5, 6, 9, and 10 were covered in FY96). He has not heard yet if this request was approved, and no locations or times have been set. Steve will keep the committee posted on whether permission is given and the details about who will go and where so that others can help out if possible.

STEERING COMMITTEE

The next EIIP teleconference call was tentatively scheduled for Monday, December 16, at 3 p.m. EST, but Steve expects to cancel it before this date unless budget questions or issues arise that need to be discussed regarding negotiations between STAPPA/ALAPCO and EPA. [Since the call, Steve recommended cancelling the December call because the FY98 EPA-STAPPA/ALAPCO funding negotiations were scheduled for that week. The monthly calls will resume in January.]